

**Federal Personnel Manual System****FPM Letter** 530-235

**SUBJECT:** Adjustment of Special Minimum Rates and Rate Ranges  
 Established Under 5 U.S.C. 5303, Based on Annual Review  
 for the Mid-Atlantic, Southeast, Mid-Continent and Rocky  
 Mountain Regions

RETAIN UNTIL SUPERSEDED

 Washington, D. C. 20415  
 December 23, 1980

Heads of Departments and Independent Establishments:

Pages 6, 7, 12, and 13 of Attachment 1 of FPM Letter 530-232 are superseded

1. FPM Letter 530-232, dated November 14, 1980, implemented the decision to provide the General Schedule pay increase to employees covered by special salary rates. This is the third of several FPM Letters, the purpose of which is to make adjustments in the schedules which have been found warranted by the annual review. All special rate authorizations for the Mid-Atlantic, Southeast, Mid-Continent, and Rocky Mountain regions are shown in Attachment 1. In many cases rates have been changed, and agencies should carefully note occupational and geographic coverages.
2. The special rates for those occupations and locations shown in Attachment 1 will continue in effect until any changes are authorized as a result of recruitment or retention problems attributable to higher salaries in the private sector.
3. No employee's rate of basic pay may be reduced solely because of the special rate adjustments required by this FPM Letter. Attachment 2 contains the instructions for converting the pay of affected employees to the new special or regular pay ranges as appropriate.
4. Special salary rates are cancelled for one or more grades effective as of the beginning of the first pay period beginning on or after January 11, 1981 for the following authorizations:

Mid-Atlantic Region
 GS-085-7 Aberdeen Proving Grounds, Maryland  
 GS-610-7 Baltimore, Maryland
Southeast Region

GS-649-9 Augusta, Georgia

Rocky Mountain Region
 GS-085-7 Dugway Proving Grounds, Utah  
 GS-085-7 Tooele Army Depot, Utah  
 GS-646-4 Denver, Colorado

By direction of the Director:

*Jule Sugarman*

 Jule M. Sugarman  
 Deputy Director

Attachments

**Inquiries:** Office of Allowances and Special Rates, (202) 632-8742 or ext. 28742

**Code:** 530, Pay Rates and Systems (General)

**Distribution:** FPM



The tables in this attachment show the special pay rates established by the Office of Personnel Management under Section 5303 of title 5, United States Code. Each table identifies (1) specific occupational series coverage by series code and title, (2) the geographic coverage, (3) grade or grade levels covered, (4) the special minimum rate identified as "1st Step Rate", (5) the step of the general schedule that corresponds to the special minimum rate, identified as GSS, (6) the special maximum rate, identified as "10th Step Rate", (7) the amount of the within-grade increase, and (8) the effective date and table number. Table numbers are provided for use in data processing systems.

The full range of special rates for each grade can be prepared by successively adding the amount of the within-grade increase, as shown for each grade, beginning with the special rate, to produce a rate for each step up to the special maximum rate. To illustrate, Medical Officer, GS-602-11, is used:

The special minimum (i.e., 1st step rate) is \$29,236, the maximum (i.e., 10th step rate) is \$35,986, and the amount of the within-grade increase is \$750.

1	2	3	4	5	6	7	8	9	10
\$29,236	\$29,986	\$30,736	\$31,486	\$32,236	\$32,986	\$33,736	\$34,486	\$35,236	\$35,986

This procedure is to be followed in preparing a full schedule of special rates for each occupation and grade level listed in Attachment 1. As an aid in preparing the various schedules, Attachment 3 contains a comprehensive table which shows the correct dollar amount for each possible step for each GS grade which may be used in the various special rate schedules. By locating the special minimum rate and special maximum rate on this table, the full range of the authorized rates is readily identified.

When cited, SMSA means the Standard Metropolitan Statistical Area as defined by the Office of Management and Budget.



## III. MID-ATLANTIC REGION

OCCUPATIONAL SERIES	GEOGRAPHIC COVERAGE	GRADE	1ST STEP RATE	GSS	10TH STEP RATE	WITHIN GRADE INCREASE	EFFECTIVE DATE & TABLE NUMBER
GS-085, Guard Series	Aberdeen Proving Grounds, MD	GS-3 GS-4 GS-5 GS-6	\$11,722 12,423 13,493 14,584	7 5 4 3	\$14,656 15,708 17,174 18,688	\$326 365 409 456	January 11, 1981 #016
GS-610, Nurse Series	Baltimore, MD SMSA	GS-4 GS-5	13,153 14,311	7 6	16,438 17,992	365 409	January 11, 1981 #292
GS-610, Nurse Series	Washington, DC SMSA, including the DC Govt's Children's Center, Laurel, MD, and U.S. Marine Corps Base, Quantico, VA	GS-4 GS-5	13,518 14,311	8 6	16,803 17,992	365 409	October 1, 1980 #304
GS-642, Nuclear Medicine Technician Series	Washington, DC SNSA	GS-4 GS-5 GS-6	13,153 13,902 14,584	7 5 3	16,438 17,583 18,688	365 409 456	January 11, 1981 #359
GS-644, Medical Technologist Series	Washington, DC SNSA	GS-5	13,084	3	16,765	409	January 11, 1981 #318
GS-648, Therapeutic Radiologic Technologist Series	Washington, DC SNSA	GS-4 GS-5 GS-6 GS-7 GS-8	13,518 14,311 15,040 16,205 17,387	8 6 4 3 2	16,803 17,992 19,144 20,759 22,436	365 409 456 506 561	January 11, 1981 #360
GS-1224, Patent Examining Series (Engineering Specializations only)	Washington, DC SNSA	GS-5 GS-7	15,947 17,217	10 5	19,628 21,771	409 506	October 1, 1980 #576



## IV. SOUTHEAST REGION

OCCUPATIONAL SERIES	GEOGRAPHIC COVERAGE	GRADE	1ST STEP RATE	GSS	10TH STEP RATE	WITHIN-GRADE INCREASE	EFFECTIVE DATE & TABLE NUMBER
GS-644, Medical Technologist Series	Memphis, TN	GS-5 GS-7	\$14,720 16,205	7 3	\$18,401 20,759	\$409 506	October 1, 1980 #398
GS-649, Heart-Lung Machine Technician	Augusta, GA	GS-7	17,217	5	21,771	506	January 11, 1981 #375



## VII. MID-CONTINENT REGION

OCCUPATIONAL SERIES	GEOGRAPHIC COVERAGE	GRADE	1ST STEP RATE	GSS	10TH STEP RATE	WITHIN-GRADE INCREASE	EFFECTIVE DATE & TABLE NUMBER
GS-649, Inhalation Therapy Technician	Iowa City, IA	GS-4 GS-5 GS-6 GS-7	\$14,248 15,129 15,952 16,711	10 8 6 4	\$17,533 18,810 20,056 21,265	\$365 409 456 506	October 1, 1980 #452
GS-682, Dental Hygiene Series	Knoxville, IA	GS-6	15,040	4	19,144	456	October 1, 1980 #462
GS-1960, Quality Inspection Specialist Series	Kansas City, MO	GS-4 GS-5 GS-6 GS-7 GS-8 GS-9	14,248 15,129 15,952 17,217 18,509 19,825	10 8 6 5 4 3	17,533 18,810 20,056 21,771 23,558 25,405	365 409 456 506 561 620	November 2, 1980 #901



## VIII. ROCKY MOUNTAIN REGION

		GEOGRAPHIC COVERAGE	GRADE	1ST STEP RATE	GSS	10TH STEP RATE	WITHIN-GRADE INCREASE	EFFECTIVE DATE & TABLE NUMBER
GS-085, Guard Series	Tooele Army Depot, Tooele, UT	GS-4 GS-5 GS-6	\$12,423 13,493 14,128	5 4 2	\$15,708 17,174 18,232	\$365 409 456	January 11, 1981 #014	
GS-085, Guard Series	Dugway Proving Ground, UT	GS-4 GS-5 GS-6	12,423 13,493 14,128	5 4 2	15,708 17,174 18,232	365 409 456	January 11, 1981 #017	
GS-644, Medical Technologist Series	Denver, CO	GS-5 GS-7	14,720 15,699	7 2	18,401 20,253	409 506	October 1, 1980 #387	



Instructions For Converting Employees' Pay  
and Reporting Personnel Actions

1. The pay of affected employees will be converted to the special or regular rate ranges under section 304 of Executive Order 11721 and sections 530.305 and 530.306 of the Office of Personnel Management's regulations, except that section 530.306(b) (3) has been superseded by 5 U.S.C. 5363(a) (2), as added by the Civil Service Reform Act of 1978. This provision of law relates to pay retention for employees whose existing rates of pay exceed the maximum rate of the grade as a result of the reduction or termination of a special rate of pay. (FPM Letter 530-23<sup>2</sup> contained instructions on adjusting rates of pay retained under 5 U.S.C. 5363, the new pay retention provision.)
2. No employee shall have his or her pay reduced solely because of the downward adjustment or discontinuation of special salary rates. The following examples illustrate pay conversions:

- A. When a new special rate is one step equivalent lower than the superseded special rate for a particular grade, employees in that special rate position will keep the same rate of pay as they received immediately before the reduction. As a result, the employees' step rates will be one step higher in the new special rate range on the effective date of the reduction. In the example below, employees at the GS-3 step 3 of the special rate range (\$11,396) prior to the special rate reduction for that position would be placed in step 4 after the reduction (\$11,396), therefore experiencing no loss in pay. Following is an illustration of the changes resulting from the reduction in the special rate range.

Grade	SPECIAL RATE RANGE									
	1	2	3	4	5	6	7	8	9	10
<i>Prior to reduction</i>										
GS-3	\$10,744	11,070	<u>11,396</u>	11,722	12,048	12,374	12,700	13,026	13,352	13,678
<i>After reduction</i>										
GS-3	10,418	10,744	11,070	<u>11,396</u>	11,722	12,048	12,374	12,700	13,026	13,352

- B. When employees are in the 10th step of a discontinued special rate range, they will retain the same pay rate after the special rate reduction as they did immediately before the reduction, and will be placed in a "pay retention" status. This is because the employees' existing pay rate exceeds the new maximum rate (10th step). In the illustration above, a GS-3 step 10 earning \$13,678 before the reduction will retain this rate of pay after the reduction because it exceeds the 10th step of the new range (\$13,352).

### 3. Recording and Reporting Personnel Actions

Record these personnel actions on forms SF 50 or SF 1126 (or equivalents). Under item 14 (authority) of SF 50, or in the "Remarks" section of SF 1126 enter "FPM Letter 530-235 dated December 19, 1980," and follow these instructions:

- a. When a special rate range is eliminated or reduced and the employee's existing pay rate equals one of the rates authorized for the position and grade, process the personnel action as "899 Step-Rate Change" (item 12 of SF 50 or item 8 of SF 1126). Enter the appropriate pay rate determinant code in the "Remarks" section of either form.

b. When a special rate range is eliminated or reduced and the employee's existing pay rate is higher than the maximum rate authorized for the position and grade, process the action as "899 Step-Rate Change" (item 12 of SF 50 or item 8 of SF 1126). Enter "00" in the "Step or Rate" block of either form. Enter the salary in item 23 of the "To" portion of SF 50 or in item 15 of SF 1126. Enter "5 U.S.C. 5363(a)(2)" in item 14 of SF 50 or in the "Remarks" section of SF 1126. Enter the appropriate pay rate determinant code in the "Remarks" section of either form and the remark, "Employee is entitled to pay retention."

c. When a special rate range is established or adjusted upwards, resulting in an increase from the employee's existing pay rate, process the action as "894 Pay Adjustment" (item 12 of SF 50 or item 8 of SF 1126). Enter the appropriate pay rate determinant code in the "Remarks" section of either form.

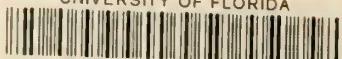
Tables 3 and 9 of FPM Supplement 296-31 provide instructions on filling in SF 50 and SF 1126, respectively. Attachment 3 to FPM Letter 296-53 describes the pay rate determinant codes.

These actions must be reported to the Central Personnel Data File (CPDF) by either manual submission or automated submission. FPM Letter 296-61 contains instructions on submitting manual reports to the CPDF; FPM Supplement 298-1, Subchapters 3 and 4, provides instructions for making automated submissions. If an agency makes automated submissions, the pay rate determinant codes may be omitted from the personnel action forms, but they must be reported to the CPDF.

GRADE	STATUTORY RANGE (Effective the first day of the first pay period beginning on or after October 1, 1980)													EXTENDED RANGE FOR SPECIAL RATES						Within- Grade Increases	GRADE
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
GS-1	\$7,960	\$8,225	\$8,490	\$8,755	\$9,020	\$9,175	\$9,437	\$9,699	\$9,712	\$9,954	\$10,209	\$10,464	\$10,719	\$10,974	\$11,229	\$11,484	\$11,739	\$11,994	\$12,249	VAR	GS-1
GS-2	8,951	9,163	9,459	9,712	9,820	10,109	10,398	10,687	10,976	11,285	11,554	11,843	12,132	12,421	12,710	12,999	13,288	13,577	13,866	VAR	GS-2
GS-3	9,766	10,092	10,418	10,744	11,070	11,396	11,722	12,048	12,374	12,700	13,026	13,352	13,678	14,004	14,330	14,656	14,982	15,308	15,634	\$226	GS-3
GS-4	10,863	11,328	11,683	12,058	12,423	12,788	13,153	13,518	13,883	14,248	14,613	14,978	15,343	15,708	16,073	16,438	16,803	17,168	17,533	365	GS-4
GS-5	12,286	12,675	13,084	13,493	13,902	14,311	14,720	15,129	15,538	15,947	16,356	16,765	17,174	17,583	17,992	18,401	18,810	19,219	19,628	409	GS-5
GS-6	13,672	14,128	14,584	15,040	15,496	15,952	16,408	16,864	17,320	17,776	18,232	18,688	19,144	19,600	20,056	20,512	20,968	21,424	21,880	456	GS-6
GS-7	15,193	15,699	16,205	16,711	17,217	17,723	18,229	18,735	19,241	19,747	20,253	20,759	21,265	21,771	22,277	22,783	23,289	23,795	24,301	506	GS-7
GS-8	16,826	17,387	17,948	18,509	19,070	19,631	20,192	20,753	21,314	21,875	22,436	22,997	23,558	24,119	24,680	25,241	25,802	26,363	26,924	561	GS-8
GS-9	18,585	19,205	19,825	20,445	21,065	21,685	22,305	22,925	23,545	24,165	24,785	25,405	26,025	26,645	27,265	27,885	28,505	29,125	29,745	620	GS-9
GS-10	20,467	21,149	21,831	22,513	23,195	23,877	24,559	25,241	25,923	26,605	27,287	27,969	28,651	29,333	30,015	30,697	31,379	32,061	32,743	682	GS-10
GS-11	22,486	23,236	23,986	24,736	25,486	26,236	26,986	27,736	28,486	29,236	29,986	30,738	31,486	32,236	32,986	33,736	34,486	35,236	35,986	750	GS-11
GS-12	26,951	27,849	28,747	29,645	30,543	31,441	32,339	33,237	34,135	35,033	35,931	36,829	37,727	38,625	39,523	40,421	41,319	42,217	43,115	898	GS-12
GS-13	32,048	33,118	34,184	35,252	36,320	37,388	38,456	39,524	40,592	41,660	42,728	43,796	44,864	45,932	47,000	48,068	49,136	50,204*	51,272*	1,068	GS-13
GS-14	37,871	38,133	40,385	41,657	42,919	44,181	45,443	46,705	47,967	49,229	50,491*	51,753*	53,015*	54,277*	56,539*	58,801*	58,063*	59,325*	60,587*	1,282	GS-14
GS-15	44,547	46,032	47,517	49,002	50,487*	51,972*	53,457*	54,942*	56,427*	57,912*	58,397*	60,862*	62,367*	63,857*	65,337*	66,822*	68,307*	69,792*	71,277*	1,485	GS-15

\*Employees at these rates may actually be paid \$50,112.50.

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